

# NAML Membership Meeting Minutes

## Biennial Meeting (virtual meeting)

### October 27, 2021

Prepared by Lou Burnett, NAML Executive Director

- **Call to order.** The meeting was called to order by Robert Dickey, NAML President at 10:00 a.m. CDT. A quorum was present.
- **Biennium Overview** - Robert Dickey, NAML President, gave a short overview of the past two years of NAML and how it has responded to the pandemic and the business of the organization.
  - Bylaws
  - New standing DEI Committee
  - New effort to obtain funding from the National Science Foundation to support NAML and its efforts in DEI.
  - Efforts to grow the membership of NAML.
- **Review of Voting Delegates** A list of the voting Delegates and approved Alternates was shown to indicate that only those on the list are allowed to vote. All members, regardless of Delegate status were allowed to participate in discussions..

- **Approval of Minutes.** Billie Swalla moved to approve as submitted the minutes of the 23 Mar 2021 Membership meeting (seconded by Dave Carlon). The minutes were approved by a poll.

- **Election of NAML President-Elect**

Terry Donaldson, University of Guam has formally been nominated by the WAML committee charged with the nomination as stated in the WAML bylaws (chaired by Bob Cowen and members Karina Nielsen, Billie Swalla). Bob Cowen moved (seconded by Jim McManus) to elect **Terry Donaldson** as the next NAML President-Elect. The motion was approved by acclamation.

- **Revision of the NAML Mission Statement**

The DEI Committee recommended revisions to the mission statement of NAML. These revisions have been reviewed and approved by the NAML Board of Directors. Delegates are asked to ratify the new mission statement.

  - **Mission Statement prior to revision.** The mission of NAML and its three regional organizations is to stimulate research and promote education in the

marine sciences. NAML seeks to provide a forum for the resolution of problems common to non-profit marine laboratories in the United States. The Association encourages the wise use and conservation of marine and coastal resources.

- **Proposed New Mission Statement.** The mission of NAML and its three regional organizations is to promote excellence in research, education, and public outreach in the marine sciences. NAML also seeks to provide a forum for the resolution of challenges common to non-profit marine laboratories in the United States and to inform the wise use and conservation of marine and coastal resources. The Association is committed to establishing an environment of diversity, equity, and inclusion in every aspect of NAML's research, education, and outreach enterprise.

After brief discussion, the New Mission Statement was approved as proposed by acclamation.

- **Membership Report.** Lou Burnett, NAML Executive Director  
Associate Members of Regional Organizations = 10
  - NEAMGLL - 0
  - SAML - 4
  - WAML - 6

NAML Regular Members = 96

			Members by Size Class		
Region	New Members in 2021	All Members	Large	Medium	Small
NEAMGLL	1	27	6	9	12
SAML	1	44	11	16	17
WAML	1	25	7	10	8
<b>TOTAL</b>	<b>3</b>	<b>96</b>	<b>24</b> 25%	<b>35</b> 36%	<b>37</b> 39%

Members added in 2019 = 1

Members added in 2020 = 4

Members added in 2021 = 3 (shown below)

- **Texas A&M-Corpus Christi, Center for Coastal Studies**, small laboratory; Delegate Kim Withers.
- **University of Minnesota Duluth, Large Lakes Observatory**, medium laboratory; Delegate Bob Sterner.
- **San Diego State University, Coastal and Marine Institute Laboratory**, small laboratory; Delegate Renee Angwin.

- **Officer Reports**
  - **Treasurer Report** - Karina Nielsen, NAML Treasurer provided a review of the NAML budget as it currently stands.
    - 2021 Revenues to date**
      - The total dues received for 2021 is **\$146,100**; this is \$2,400 more than projected due to the addition of 3 new NAML members, but also accounts for one dues waiver.
      - Winter meeting registration fees: \$3,900
      - Biennial meeting registration fees: \$2,700
      - 3 regional organizations contribution for website operation = \$3,000.
      - Credit card fees to be charged to regional organizations = \$450
      - **TOTAL 2021 Revenue = \$156,150.**
    - 2021 Expenses to date**
      - Contracts with Burk & Associates, Inc. for management services and Federal Science Partners for public policy services = \$136,000.
      - Accounting, Bank Fees, Credit Card fees = \$7,100.
      - Legal Fees (corporate filing, non-profit status, etc.) = \$416.
      - Biennial Meeting expenses = \$1,500.
      - Contribution to LUMCON Relief = \$4,000.
      - Briefings in Washington, D.C. = \$0 (*normally \$5,000*)
      - Web Hosting & Database Services = \$2,400.
      - **TOTAL 2021 Expenses = \$151,416.**
    - 2021 Revenues – Expenses to date**
      - **\$155,850 – \$151,416 = \$4,734**
    - Carried over from FY2020**
      - **\$51,801**
  - Bob Dickey noted that each of the three regional organizations contributed \$1,000 to the LUMCON relief fund.
  - Members were encouraged to recruit new members into the Association.
- **Committee Reports**
  - **Public Policy Committee** - Dave Carlon, Chair
    - Monthly policy calls have continued; 7 have been made since the March 2021 meeting with strong participation. Joel Widder and Meg Thompson, Federal Science Partners, were acknowledged for contributing material to these calls.
    - The time and date of the monthly calls will likely change during the next year.
    - **Position Papers** are a new feature of the committee with the first paper on **Laboratory Infrastructure** being produced in October 2021. The efforts of Megan Dethier (Friday Harbor Laboratories, University of

Washington} in spearheading this first position paper were acknowledged. This position paper is posted on the NAML website under the Public Policy tab. The idea is to keep the **Public Policy Agenda**, which is produced each year, relatively short and add position papers throughout the year as needed.

- **Education Committee** - Aly Busse, Chair
  - The first meeting of the newly formed committee occurred in July 2020. Since then the committee has met bimonthly.
  - The committee drafted a survey to send to NAML members about educational topics. This survey evolved to include many things other than education and will be sent to the NAML membership soon.
  - The committee established quarterly Webinars on educational topics. Past webinars are posted on the NAML website under the Resources tabs. The webinars have been well-attended, averaging around 60 attendees.
  - The committee welcomed two new members: Lauren Wetzell in WAML to replace Judy Lemus and Christina Catanese in NEAMGLL to replace Janet Vail.
- **DEI Committee** - Billie Swalla, Chair
  - This is a new committee with Billie Swalla as chair and Amanda Knobloch as vice chair and the following members.
  - Billie Swalla - Chair, University of Washington, Friday Harbor Laboratories
  - Amanda Knobloch, Vice Chair, Morgan State University
    - Aly Busse - Mote Marine Lab, member as Chair of Education Committee
    - Dave Carlon - Bowdoin College, member as Chair of Public Policy Committee
    - Mike De Luca, Rutgers University and NAML Board member
    - Deana Erdner, University of Texas, Marine Science Institute
    - Nisse Goldberg, Jacksonville University
    - Jessie Kastler, University of Southern Mississippi
    - George Matsumoto, Monterey Bay Aquarium Research Institute
    - Chris Winslow, Ohio State University
  - Part of the charge to the committee is to do the following.
    - Canvass member institutions for initiatives, policies and practices undertaken to increase DEI in marine science education, research, public outreach, and more broadly, the marine science workforce;
    - Assimilate relevant information and prepare briefings for dissemination to member institutions on the status of DEI across NAML;
    - Identify federal, state and NGO resources available to support DEI initiatives;

- At this point a letter of intent has been filed with the NSF INCLUDES program to develop a full proposal to support DEI activities in NAML to promote equity and inclusion in the marine sciences.
  - Deliberate and develop actionable recommendations for NAML institutions to increase DEI through broadcasting career opportunities in marine science, recruitment of students and faculty, retention, organizational climate and associated practices, and public outreach writ large
  - Promote networking, best practices and opportunities to enhance DEI at NAML member institutions.
  - Committee meetings began in June 2021.
  - The committee worked to revise the NAML Mission Statement, which was just voted upon.
  - There are some DEI questions on the upcoming NAML survey but the committee did an independent poll of some NAML member institutions to get a better idea of what kinds of DEI activities are currently being done in NAML.
- **New Business**
  - NAML Survey - The member survey will be completed in the next month and sent to members in early December.
- **Breakout meetings of Regional Organizations** (NEAMGLL, SAML, WAML). Each of the regional organizations had 45-minute breakout sessions.
- **Reports from the breakout meetings**
  - SAML - Dave Eggleston, President (1:46)
    - Dave acknowledged the leadership of NAML and SAML.
    - SAML had a successful membership meeting. The 2021 meeting had 43 participants.
      - Members summarized what they were doing with DEI at their institutions.
      - Meeting had a session on best practices with respect to communications.
    - Read Hendon is making progress on non-profit status and setting up new bank accounts.
    - Will try again to have an in-person meeting at Sapelo Island, Georgia on May 2 and 3.
  - WAML - Terry Donaldson, President-Elect for Karina Nielsen
    - Members voted to approve a set of WAML Articles of Organization.
    - Members approved bylaws amendments.
    - Bob Richmond has agreed to stay as WAML Treasurer.
    - Currently officers are being recruited to fill some vacant positions on the WAML Board of Directors.

- WAML will also appoint a Secretary as a result of the bylaws amendments.
  - NEAMGLL - Mike De Luca, President
    - Had a July meeting and AO and Bylaws were approved.
    - Working to explore nonprofit status.
    - The NEAMGLL website needs updating.
    - A new Student Support Program will be put into place, modeled after the SAML student award program. Bob Sterner is leading this effort.
    - NEAMGLL treasury is doing well. Thank you to Steve Allen for serving the past two years. The new treasurer will be Michael Jacob. The new secretary will be Steve Evert.
- Bob Dickey thanked the group for supporting him as NAML President and congratulated Dave Carlon as the incoming NAML President.
- Dave Carlon, President-Elect thanked Bob Dickey for his excellent leadership as president, especially during the trying times of the pandemic. He noted that NAML added 7 new members during Bob's term.
- **Adjournment.** The meeting adjourned at 12:06 p.m. CDT.

## **NAML Board of Directors 2021**

The Board of Directors consists of 15 members including the President, the President-Elect, the Past President and twelve (12) other members, four (4) from each regional organization as duly elected by each organization and titled members-at-large. The President, Vice President/President-Elect, and immediate Past President of each regional organization will normally fulfill three of these roles unless otherwise selected by the regional organization. (From Article II. Section 1 of the NAML Bylaws.) An individual serving on the Board of Directors must be a Delegate of a regular member institution (NAML Bylaws, Article I. Section 3. B.).

### ***Officers***

Robert Dickey, President 2020-2021  
Dave Carlon, Vice-President/President-Elect 2020-2021  
Robert Cowen, Past President 2020-2021

### ***Ex Officio***

Karina Nielsen, Treasurer, *Ex Officio* (non-voting)

### ***Members-at-Large***

#### **Northeastern Association of Marine and Great Lakes Laboratories (NEAMGLL)**

Mike DeLuca, NEAMGLL President 2021-2022  
Bob Sterner, NEAMGLL President-Elect 2021-2022  
Guy Meadows, NEAMGLL Past President 2021-2022  
Josie Quintrell, NEAMGLL

#### **Southern Association of Marine Laboratories (SAML)**

Dave Eggleston, President 2020-2021  
Sue Ebanks, President-Elect 2020-2021  
Quint White, Past President 2020-2021  
Read Hendon, SAML Treasurer

#### **Western Association of Marine Laboratories (WAML)**

Karina Nielsen, President, 2020-2021  
Terry Donaldson, President Elect, 2020-2021  
Billie Swalla, Past President, 2020-2021  
Bob Richmond, WAML Secretary/Treasurer